

Two young boys are in a garden. The boy on the left is wearing a black t-shirt with a graphic and is looking down at a plant. The boy on the right is wearing a black t-shirt and an orange apron, and is holding a magnifying glass over a plant. The background is a wooden fence and some greenery.

CHIEF OF SCHOOLS PRE-K 4 SA



excellence in all we do

COREValues

Teamwork • Integrity • Innovation • Professionalism

City of San Antonio, Texas

CHIEF OF SCHOOLS: PRE-K 4 SA



ABOUT SAN ANTONIO

The City of San Antonio is the Nation's 7th largest city and is home to more than 1.5 million residents. Located in South Central Texas, approximately 140 miles from the Gulf of Mexico, San Antonio offers its residents one of the most attractive and affordable lifestyles in the country. Residents enjoy one of the lowest tax rates in the State as well as a plentiful supply of high-quality housing and low utility rates. The economy of San Antonio is an excellent mix of business services, manufacturing, health care, communications, corporate and regional offices, government, and the convention and tourism industry. San Antonio is also home to one of the largest concentrations of military bases in the United States. One of the nation's fastest growing cities, San Antonio is rich in recreational and cultural opportunities and is home to the San Antonio Spurs.

CITY GOVERNMENT

San Antonio has a Council-Manager form of government with an eleven-member City Council. Councilmembers are elected by District, while the Mayor is elected at-large. The term of office for the Mayor and all members of the City are two-year terms, for not more than four (4) full terms of office. The City Council appoints the City Manager, who appoints all officials in executive positions with the exception of the City Clerk, City Internal Auditor, Presiding Judge, and Municipal Judges.

The City of San Antonio has been recognized for its high level of professional management by the ICMA and National Civic League, amongst others. For ten consecutive years, the City has maintained a AAA bond rating. The Fiscal Year 2021 adopted operating budget is \$2.9 billion with close to 13,000 employees across over 30 departments. The City has made a commitment to advancing diversity, equity and inclusion, primarily through the formation of a citywide Office of Equity in 2017.

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PRE-K 4 SA

Pre-K 4 SA is a comprehensive early childhood initiative aimed at changing the educational and workforce trajectory of San Antonio in one generation. Pre-K 4 SA offers full-day prekindergarten for 4-year-olds living in the City of San Antonio. Pre-K 4 SA is free for qualifying students and also accepts tuition-paying students. Pre-K 4 SA has four Education Centers located throughout the city.

The Pre-K 4 SA Professional Learning program provides prekindergarten through third grade educators in San Antonio with complementary continuing education to support best practice instruction to help every child in San Antonio excel. The Pre-K 4 SA Competitive Grants program provides more than \$4 million in funding annually to increase quality and access in early childhood programs throughout San Antonio.

Pre-K 4 SA's mission is to develop a world-class workforce in one generation through high-quality early childhood education. The program impacts different aspects of early childhood education in San Antonio through:

- Educational centers that serve 2,000 four-year olds and their families each year.
- A best-in class professional learning program that offers continuing education to early childhood educators throughout the city to impact more early learners and their families.
- Competitive grants to support the development of other high-quality early childhood programs across San Antonio.
- Family Engagement to empower families as they support their child's academic development.



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THE POSITION

Pre-K 4 SA is seeking to hire a Chief of Schools. The Chief of Schools is responsible for overseeing the activities, operations, and continual improvement of Pre-K 4 SA preschools. They will provide strategic leadership and direction to the Heads of School to ensure Pre-K 4 SA preschools provide the highest quality early education to young children and their families in order to lay the necessary foundation for kindergarten and later school success. The Chief of Schools will exercise direct supervision of assigned staff.

ESSENTIAL JOB FUNCTIONS

- Provides vision and leadership to ensure every Pre-K 4 SA School is characterized by a culture of excellence and equity that demonstrates a commitment to providing the highest quality of service to children and families.
- Inspires and leads Heads of School in cultivating exceptional school staff with a passion for the mission of Pre-K 4 SA who are accountable to high expectations. Sets high performance expectations for all staff and provides the support and supervision necessary for staff to meet them.
- Develops systems to ensure all Schools consistently deliver high-quality, developmentally appropriate instruction that meets the needs of diverse learners and continuously drive improvement through ongoing assessment of child progress and outcomes, instructional quality, and program quality.
- Develops a system for expanding the capacity of Pre-K 4 SA Schools to serve as demonstration sites. Works collaboratively with educator preparation programs to develop formal partnerships that support aspiring early childhood teachers and leaders. Hosts school tours, presents to visiting professionals, and promotes the program's goals and outcomes in the community.
- Ensures consistency of operations across Schools by developing and codifying procedures. Holds Heads of School accountable for maintaining NAEYC accreditation and licensing compliance. Addresses compliance issues efficiently and effectively.
- Oversees the development and implementation of budgets for Pre-K 4 SA Schools.
- Performs related duties and fulfills responsibilities as required.



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EDUCATION & EXPERIENCE

Qualified candidates will have a master's degree from an accredited college or university in education administration, early childhood education or related field with 9 credit-bearing hours of specialized college-level course work in educational leadership, along with at least 24 credit-bearing hours of college-level coursework in early childhood education, child development, or early childhood special education. They will also have three (3) years of experience as a teacher and five (5) years of progressively responsible experience in educational administration or instructional leadership (non-classroom). Spanish language skills (reading, writing, and speaking) is preferred. The most highly qualified candidates for consideration will be selected based on a combination of education, career experience, and accomplishments that best fits the needs of the City of San Antonio.

THE IDEAL CANDIDATE

The ideal candidate will be a self-starter and highly organized individual with a background in overseeing and managing a wide range of school related programs and services for a large organization. Ideal candidates must demonstrate strong leadership characteristics and be confident, positive, creative, engaging, approachable, and have the ability to act as a coach and mentor to assigned staff and other City employees. Other desired characteristics include having a collaborative style, being detailed oriented and organized, innovative with the ability to foster a generation of new ideas and initiatives, and possessing strong communication skills with the ability to present clear and concise messages and presentations.

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SALARY

The salary range for this position is \$106,310.62 - \$170,096.94. The City of San Antonio will be offering a competitive salary commensurate with experience. The City also offers generous benefits and retirement including annual and personal leave, monthly car allowance, deferred compensation plan, relocation/moving expenses and participation in the Texas Municipal Retirement System (TMRS).

HOW TO APPLY

If you are interested in this opportunity, please send a cover letter, resume, references and salary requirements to:

saexecsearch@sanantonio.gov

This opportunity is open to current full-time City of San Antonio employees only. The position is open until filled. First review of resumes will occur on **June 8th, 2022**. Please submit your application as soon as possible and before the first resume review deadline to ensure you are considered for this position. Upon receipt, resumes will be screened in relation to the criteria outlined in this brochure. Candidates selected for interview will be contacted by the City of San Antonio's Executive Recruiter.

For additional information please contact:

Jeff Baldwin, Executive Recruiter
City of San Antonio
Human Resources Department
saexecsearch@sanantonio.gov
Phone: (210) 207-7939

Please note: Under the Texas Public Information Act, information from your resume may be subject to public disclosure. The City of San Antonio is an Equal Employment Opportunity Employer.